The Honorable Clay Johnson
Deputy Director for Management
Office of Management and Budget
Washington, D.C. 20503

MAR 1 5 2004

Dear Mr. Johnson:

The following information responds to your request for quarterly reports on the efforts of the Department of Agriculture (USDA) to support the President's eGovernment Initiatives. This report covers the period from June 1, 2003 through December 31, 2003. Included is an enclosure outlining our commitment to the Presidential Initiatives (PIs) and highlighting our work by Initiative over the fourth quarter of FY 2003 and first quarter of FY 2004.

USDA has strengthened and extended its support for the Presidential eGovernment Initiatives and now participates in 21 of the 25 initiatives, as well as the Federal Health Architecture initiative. Over the past quarter, in addition to initiating USDA's participation in the Federal Health Architecture initiative, the Department began participating in two additional initiatives—Business Gateway and eClearance.

A major focus this period was on developing planning and management tools. These tools are designed to ensure that USDA continues to make progress on our plan to achieve the objectives outlined in the Office of Management and Budget's (OMB's) "Where We Would Be Proud to Be" memorandum, our goal of at least $2 million in net savings from the PIs, and the migration plan presented to the Chief Information Officers Council in August.
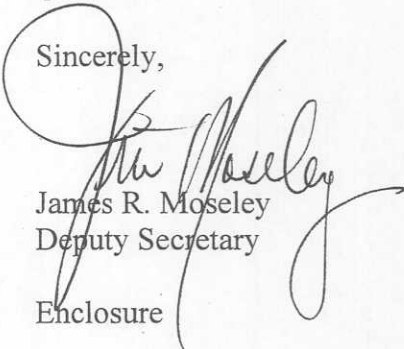
- We continued to develop and implement detailed project plans that delineate USDA's responsibilities and actions for each PI. To ensure that all USDA stakeholders contribute to the success of the PIs, we created an inventory of all actions that USDA agencies will be required to complete in order for the Department to achieve our "Where We Would Be Proud to Be" goals for July 2004.
- USDA maintained its coordination efforts to ensure that each Initiative is making necessary progress at USDA, including initiating quarterly meetings between the USDA Chief Information Officer, Associate Chief Information Officer for eGovernment, and each USDA PI Lead.
- Finally, we advanced our efforts to further integrate all components of our eGovernment Program, including the PIs, our Enterprise Architecture, changes to Capital Planning, cyber security improvements, and achieving compliance with the Government Paperwork Elimination Act (GPEA) and the Paperwork Reduction Act (PRA).

In closing, it is our goal to be "green" by July 2004, and to have contributed significantly to the successful implementation of all 21 of the 25 Presidential Initiatives in which USDA participates, as well as the Federal Health Architecture effort. Further, we expect to achieve the goals of realizing hard cost savings and improving customer and employee satisfaction as set forth in the "Where We Would Be Proud to Be" memorandum.

Our staff is available to discuss this information at your convenience. Please do not hesitate to contact Chris Niedermayer, Associate Chief Information Officer for eGovernment, at (202) 690-2118 or by e-mail at chrisn@usda.gov if you have any questions.

Sincerely,

James R. Moseley
Deputy Secretary

Enclosure

Enclosure
USDA Highlights by Initiative
FY2003, 4th Quarter & FY2004, 1st Quarter

Highlighted below is our work by Initiative over the last two quarters.

Business Gateway

The Business Gateway (BG) continues to progress, with USDA contributing to a number of facets of the initiative. USDA participated in the development of a governance structure and mission statement as well as the establishment of a BG Advisory Group. The BG XML Work Group completed the BG Solutions Architecture version 1.6 for agency review, and two industry Work Groups have been convened (focusing on Trucking and Surface Coal Mining). USDA is participating in the E-Forms Work Group and is preparing to submit a list of OMB-approved forms and GPEA-covered transactions to the E-Forms catalog. This submission is scheduled to be completed on February 28. Finally, USDA and other agency/department BG Governance Board and Advisory Group members are currently commenting on the BG Finance Strategy. USDA's eGovernment Executive serves on the Business Gateway Governance Board.

Disaster Management

FY2003, 4th Quarter

In this quarter, USDA's disaster assistance and disaster management content was added to DisasterHelp.gov, a portal providing information to first responders. USDA provides content in the following areas: Acts of Terror, Disease, Drought, Earthquake, Fire, Flood, Food, Hurricane, Power Outage, and Tornado. USDA led the development of the Food area, established in time to assist citizens impacted by Hurricane Isabel. At the request of USDA's Farm Service Agency (FSA), the contractor for DisasterHelp.gov provided a demonstration of a graphical mapping function to provide customers with information on Secretarial Disaster Declarations. The capabilities demonstrated will provide FSA with a tool for recording and distributing information regarding Secretarial Disaster Declarations using mapping and advisory features and a database. The Secretarial Designations mapping capability will be housed on the DisasterHelp.gov site and linked from USDA's Disaster Assistance Web page.

FY2004, 1st Quarter

IN FY2004, USDA is continuing to update the content on DisasterHelp.gov, including information on Bovine Spongiform Encephalopathy (BSE). Further, USDA continues to expand its use of DisasterHelp.gov. Three USDA agencies, the Farm Service Agency (FSA), the Forest Service (FS) in concert with the Interagency Wildland Fire Management Group, and the Animal and Plant Health Inspection Service (APHIS), are exploring additional site capabilities.

- **Farm Service Agency**. In collaboration with the Disaster Management Presidential Initiative and FSA, USDA's Secretarial and Presidential Disaster Declarations are now presented on DisasterHelp.gov. Features include a "clickable" map that allows users to view lists of counties included in current disaster-designated areas. The service allows users to sign up for email notifications about USDA Amendments and Presidential Declarations.

- **Forest Service.** On October 23, the DisasterHelp.gov team conducted a presentation to the Interagency Wildland Fire Management Information Resources Management Working Team (IRMWT) representing Federal agencies supporting fire disasters. The Forest Service was instrumental in hosting the DisasterHelp.gov team to present information on the capabilities and tools of DisasterHelp.gov. As a result of the briefing, the IRMWT formed a technical evaluation team to validate the capabilities and capacity stated for the project. Based on a successful evaluation, the Team will develop a plan for implementing the interagency requirements identified for the Disaster Management initiative.

- **Animal and Plant Health Inspection Service.** APHIS has been in discussions with Disaster Management project staff and contractors regarding the requirements of APHIS' Emergency Management Response System (ERMS) and the capabilities provided by the Disaster Management (DM) initiative. As part of these discussions, APHIS and DM staff are considering the integration of ERMS with the DisasterHelp.gov portal. A demonstration of a potential integration approach for ERMS and DisasterHelp.gov was completed in December.

eAuthentication

FY2003, 4th Quarter

During the last quarter of FY2003, USDA's e-Authentication team remained focused on the expansion and new implementation tasks of the Web-based Central Authentication and Authorization Facility (WebCAAF), USDA's existing authentication system. The newly redesigned and enhanced WebCAAF was implemented on October 19th.

Further, USDA's National Finance Center (NFC) has been certified and accredited as a Public Key Infrastructure (PKI) provider and connected to the General Services Administration (GSA) Gateway as an Electronic Credential Provider for government-to-government (G2G) transactions. NFC recently completed a successful PKI Exposition where representatives from agencies across the government learned more about the wide range of services available.

During this quarter USDA also began formulating a comprehensive plan to meet the authentication needs for all levels of assurance across USDA, including external customers, employees and contractors. Based on this plan, USDA will build the authentication service using the National Institute of Science and Technology technical requirements for credential providers and the OMB/GSA Assurance Level Policy.

USDA's interactions with the GSA Gateway include planning, architecture design, and scheduling the development of a USDA pilot. USDA has been working closely with NIST to review technical requirements for credential providers and has been assisting OMB and GSA in the review and disposition of the comments to the *Federal Register* submission for the e-Authentication Assurance Level Policy.

FY2004, 1st Quarter

As of October 20, 2003, the eAuthentication initiative moved from its initial phase of deployment using the GSA's eAuthentication Gateway to a new phase using federated identity authentication services. USDA has taken an active role in the new Architecture Working Group (AWG). The AWG is charged with developing alternative architectures for federated identity authentication services that will be sufficiently powerful and flexible to serve all Federal agencies. The team will present specifications for all components in the federated authentication architecture; these specifications are targeted for release in June 2004. Further, USDA is participating as a credential provider and application owner in an eAuthentication federated identity architecture pilot project with Grants.gov. USDA's eGovernment Executive serves on the eAuthentication Governance Board.

eClearance

USDA has only recently joined the eClearance initiative as a participating agency and has made a number of contributions over the first quarter of FY2004.

First, USDA personnel security staff attended Extranet Secure Portal training at the Office of Personnel Management (OPM) and obtained necessary authorization to begin using the secure portal. This will allow USDA access to the Clearance Verification System (CVS), the Electronic Questionnaires for Investigations Processing (e-QIP) system, and access to relevant reports, as well as secure email with other members of the personnel security community.

Additionally, in November USDA executives from the Office of the Secretary, Office of the Chief Information Officer (OCIO), and Departmental Administration (DA) met with e-QIP representatives as a first step in implementing e-QIP in the Department. At this time, USDA began the process of formally joining the eClearance initiative, including planning for the development of a Memorandum of Understanding with OPM and designation of offices within USDA to be responsible for maintaining and operating the e-QIP system.

Finally, during this quarter representatives from USDA's Office of Inspector General (OIG), OCIO, and Agricultural Research Service (ARS) agreed to participate in the test implementation of the e-QIP program within USDA, estimated to occur in spring 2004.

eLoans

USDA continues to provide staff time and other resources to support the establishment of a single point of access for Federal loan program information on the Web. USDA, in conjunction with the Departments of Education (DoEd), Housing and Urban Development (HUD), and Veterans Affairs (VA), and the Small Business Administration (SBA), is developing GovLoans.gov, a "plain speak" Web site designed to educate citizens on Federal loan programs and help the public identify loans that best fit their needs. GovLoans.gov is being developed as a part of GovBenefits.gov, the official government benefits Web site managed by the Department of Labor. In continuing efforts to keep private sector partners informed, the GovLoans.gov working group plans to share a prototype of the website with various lender associations in February. The planned launch of GovLoans.gov to the public is mid-2004.

USDA is also participating in a focus group, led by HUD, that is assessing the value of sharing lender performance data across Federal credit agencies. Results of agency and lender surveys are being compiled to determine whether this effort will offer agencies a valuable means of risk mitigation. USDA has made modifications to its guaranteed loan accounting system to permit lender access to the HUD delinquent borrower database.

In addition, USDA's Farm Service Agency and Rural Development mission area are involved in development of templates to determine whether Pay.gov (an automated system for making Federal payments) should be adopted. Decisions on adopting Pay.gov are pending. USDA is also working with SBA to implement a pilot program to evaluate the potential for standardizing lender reporting.

Enterprise HR Integration

USDA's Office of Human Resources Management (OHRM) is working closely with OPM to accomplish Phase 2 of the Enterprise Human Resources Integration (EHRI) implementation. We have participated in the end-user testing of several of the EHRI workforce analysis tools and are in the process of reviewing a request from OPM for personnel and payroll data for approximately 200 employees. Since the implementation of Phase 1 of the EHRI system, we have been working to identify and provide access to select personnel within OHRM and the USDA HR community to continue to expose HR specialists to EHRI and the information it can provide.

ePayroll

FY2003, 4th Quarter

USDA's National Finance Center (NFC), a division of the Office of the Chief Financial officer (OCFO), has been working closely with OPM and OMB to advance the ePayroll initiative. During this period, USDA evaluated the e-Payroll business processes and solutions of the merging agencies (Environmental Protection Agency (EPA), Department of Labor, Federal Energy Regulatory Commission (FERC) and USDA). USDA led

discussions to incorporate and integrate with the payroll systems used at the Department of the Interior, and held further discussions with customers regarding service metrics and needs for moving forward with a centralized payroll service. A formal merger plan was submitted to OPM and OMB. Finally, NFC has been standardizing payroll processes and participating on the initial Standardization Action Team and will support additional standardization teams as requested by OPM.

FY2004, 1st Quarter

During this quarter, NFC continued to prepare for external agencies' migration to the USDA/NFC payroll system. The project team developed a baseline FERC migration plan in December 2003 and is on target for an August 2004 migration. All employees from the smaller DHS agencies (the National Infrastructure Protection Center, National Communications System, and the components from the Department of Energy and Health and Human Services) were added to NFC's Payroll/Personnel System in October 2003.

NFC expects to develop initial (baseline) migration plans for all remaining ePayroll customers, except for the Federal Bureau of Investigation (FBI), in February 2004. The FBI formally requested an extension from OPM due to the need for further analysis of security requirements. The mandated September 30, 2004 completion date is still viable for all other ePayroll customers if NFC can baseline the plans, as scheduled, by mid-February 2004 and the customer agencies and current providers dedicate adequate resources for analysis and data conversion.

eRecords Management

FY2003, 4th Quarter

During this quarter, USDA prepared for registration at the National Institute of Standards and Technology (NIST) in a repository of eXtensible Markup Language (XML) schemata capable of supporting automated transfer and accessing of electronic records. The Department also continued to communicate all guidance from the National Archives and Records Administration (NARA) to USDA agencies and staff offices.

FY2004, 1st Quarter

In support of the eRecords initiative, USDA in November 2003 began conducting an inventory of all of its official records. This inventory is intended to ensure that USDA's OCIO has a full and accurate account of all records maintained by the Department. This inventory will enable easier and better implementation of an eRecords solution in compliance with the requirements developed by the NARA. USDA's portfolio of major information technology (IT) systems (and the records associated with each) is a particular focus of this inventory. The request to submit inventory data has been sent to all agencies and staff offices, and OCIO is awaiting responses. Additionally, OCIO developed a Web site with the file plan and records retention instructions for the Office of the Secretary. The Web site provides a tool for identifying gaps in file series and

disposition authorities, and will also serve as the basis for preprogramming records management software.

Online Rulemaking

FY2003, 4th Quarter

In late FY2003, a link to Regulations.gov was placed on USDA's home page allowing visitors to easily access all USDA regulations currently open for public comment in one location. Previously, visitors to USDA had to access an individual USDA agency's Web site for a listing of open rules.

With the launch of Regulations.gov complete, the focus of the Online Rulemaking initiative has shifted toward the establishment of a centralized on-line federal docket system. USDA has worked closely with the managing partner to implement the eDocket system at USDA and has developed an aggressive plan for migrating agency rulemaking information to this new system in FY 2004.

FY2004, 1st Quarter

USDA continues to show leadership in this initiative, with APHIS serving as one of the first Federal rulemaking agencies to migrate its rulemaking dockets to the Environmental Protection Agency's (EPA's) eDocket system. This migration, pending the finalization of a service level agreement between EPA and USDA, will represent a critical step forward as the eRulemaking initiative enters its second phase by migrating federal rulemaking agencies' dockets to an easily accessible, centralized Federal docket system. Additionally, on October 2, EPA officially commended USDA's active participation, with EPA's Chief Information Officer praising USDA for its contributions as a partner in the eRulemaking initiative. USDA's eGovernment Executive began serving on the eRulemaking Executive Committee, which first met this quarter.

eTraining

FY2003, 4th Quarter

USDA continued its partnership with GoLearn by providing employees with free access to online courseware. Over 40,000 USDA employees completed their required IT Security Awareness training through GoLearn. The Department completed the evaluation and selection of an enterprise-wide Learning Management System (LMS) through GoLearn and awarded a contract to the Office of Personnel Management (OPM) to begin design and development of a customized LMS through GoLearn. The initial release of the LMS began in late October and will be delivered in 2004. USDA also prepared for additional releases in FY 2004 that will include remaining USDA agencies and enhanced functionality supporting the delivery of both instructor-led and Web-based training, skills assessment, Human Resources and Financial system integrations, and individualized career development.

FY2004, 1st Quarter

In October 2003, OPM finalized the agreement between the Department and the OPM eTraining program for development of a USDA-wide LMS by the two GoLearn Commercial Partners, Plateau and GP-eLearning. Phase One of the USDA LMS will be implemented for 10,000 users in 12 USDA agencies across the country in March.

Training, design workshops and configuration of the LMS is on schedule for the initial release of Phase One. USDA agencies have already purchased courseware libraries for approximately 15,000 employees at the reduced pricing offered to federal agencies from GoLearn. Employees will be able to take courses through the GoLearn site until the USDA LMS is available.

Additionally, USDA's Office of Homeland Security is working through OPM's Training and Management Assistance program to develop Incident Command System (ICS) courses as required by both Presidential and Secretarial Directives. Online courses are also being developed by FNS with another partner for nutritionists across the country delivering the WIC program. These courses will be available to USDA employees on GoLearn.gov until the USDA LMS is available to all employees.

eTravel

FY2003, 4th Quarter

USDA's Associate Chief Financial Officer for Financial Systems led GSA's e-Travel Source Selection Advisory Council that successfully identified and recommended an e-Travel service. This effort culminated in GSA awarding the end-to-end travel contract to three vendors on August 14, 2003.

FY2004, 1st Quarter

USDA continued to work closely with the GSA eTravel Team during the first quarter of FY2004. On November 10, 2003, GSA announced that Electronic Data Systems Corp. (EDS), Northrop Grumman Corp. and Carlson Wagonlit Government Travel Inc. had been selected as the vendors that would be allowed to offer their electronic travel services to federal agencies.

USDA also organized an eTravel Migration Team in December and held a kick-off meeting for this group in December. The team consists of representatives from each of the USDA mission areas, in addition to a cross-section of USDA departmental representatives. The team's first task involved the development of a USDA eTravel migration plan and schedule. The team completed and forwarded these documents to GSA on December 31, 2003 to meet GSA's requested deadline.

Moving forward, the Department continues to build its eTravel Migration Team as USDA's OCFO works closely with departmental organizations and individual agencies to develop the USDA eTravel migration strategy. Current efforts also include also include

establishing evaluation criteria and a vendor selection team to select a vendor to be used by USDA.

Federal Asset Sales

FY2003, 4th Quarter

USDA's Federal Asset Sales team worked closely with the managing partner to refine scope, determine participating agencies and create a Memorandum of Understanding for the initiative. USDA detailed an individual to GSA who helped develop requirements for the Utilization Donation Asset Study and award a Request for Proposal for Personal Property Assets.

FY2004, 1st Quarter

Vendor selection was a major focus of the Federal Asset Sales initiative over the past quarter. The Department continued to provide a full-time staff member to support GSA's staff and contribute USDA's needs and viewpoint when conducting the vendor selection process. The initiative has made significant progress on the vendor selection process, which is expected to finish early in 2004. Submission of vendors' final offers, proposal review, and any further discussions with contractors are planned to be completed in February.

Geospatial One Stop

FY2003, 4th Quarter

During FY 2003, USDA continued to actively participate in the development of the Geospatial One Stop portal. USDA agencies completed metadata for existing geospatial data holdings and documented planned data collection activities. Although the Initiative's scope only calls for a portal that helps locate disparate data sources, the USDA lead recommended taking this collaboration further by adopting an integrated approach across the Federal Government for acquiring and storing geospatial data. If pursued, this integration could lead to new efficiencies and dramatic cost savings.

FY2004, 1st Quarter

USDA staff continued to follow and participate in the American National Standards Institute (ANSI) standards approval process for the seven Geospatial One Stop Framework data themes, including:

- **Digital Orthoimagery** – Aerial photographs or satellite images stored with geographical reference information;
- **Cadastral Data** – Real property title information and land survey data, both on land and in U.S. territorial waters;
- **Geodetic Control** – A common reference system for establishing coordinates for all geographic data;

- **Elevation** – Land and ocean elevation information (generally as measured above sea level);
- **Hydrography** – Surface water features such as lakes, ponds, streams, rivers, canals, oceans, and coastlines;
- **Transportation** – Geographic locations, interconnectedness, and characteristics of the U.S. transportation system (representing all modes of travel for people and goods); and
- **Government Units** – Boundaries of Federal, state, local, and tribal governments.

The Geospatial One Stop geodata.gov site has been organized into topical data channels, and USDA personnel have participated in planning for the establishment of data stewards for each topical data channel on the site. Specifically, USDA has been leading the development of the Agriculture and Farming Channel; currently, customers who visit this channel are redirected to the USDA Service Center Agencies Geospatial Data Gateway. Moving forward, the group of data stewards is revisiting the overall organization of the geodata.gov site.

GovBenefits

FY2003, 4th Quarter

Thirty-two USDA programs, representing those providing benefits directly to citizens and food and nutrition programs, are currently included in GovBenefits. A Federal On-Line Application Survey created initial baseline profiles for each GovBenefits program planning to have an on-line application. Although none of the 32 USDA programs presently has an on-line application, the information and lessons learned from the survey will be helpful as USDA moves in this direction. GovBenefits continues to direct citizens to USDA Web sites for detailed program information and application procedures. Over 12,000 visits to USDA sites are now originating from GovBenefits.gov each month.

A Memorandum of Understanding and an Interagency Agreement have been drafted and are both in clearance at the Department of Labor, the GovBenefits managing partner. These agreements outline roles, responsibilities and level of financial support which USDA will contribute during FY 2004.

Finally, USDA participated in the formulation of an OMB A-11 Exhibit 300 for GovBenefits. This document was submitted to OMB in early September, and describes the objectives, costs, benefits and other contributions of the GovBenefits system.

FY2004, 1st Quarter

During the past quarter, the GovBenefits team from the Department of Labor and representatives of USDA's Food and Nutrition Service (FNS) completed a Food Stamp Program (FSP) Pre-Screening Tool Migration Analysis that was originally recommended by the Office of Management and Budget. This analysis explored the opportunities for consolidating the FSP tool into GovBenefits and enabling the GovBenefits.gov site to provide a greater level of eligibility detail to citizens.

Although the study identified many similarities in mission and functionality of GovBenefits and the FSP tool, it also recognized that the capabilities and scalability of the tools are very different. As a result, the team selected the integration option that best addresses the duplication of effort and cost involved with maintaining the two tools in the long-term and provides the best possible user experience for citizens. The next step is for the GovBenefits.gov staff to prepare a detailed project plan that describes how to implement this option.

Grants.gov

FY2003, 4th Quarter

USDA's support of Grants.Gov steadily increased during this period. Four USDA agencies (Cooperative State Research, Education, and Extension Service; Forest Service; Natural Resources Conservation Service; and Rural Utilities Service) participated in the Apply pilot. Applicants successfully transmitted proposals through Grants.Gov to USDA and, despite some technical glitches, they found the system to be promising in design, support, and execution.

USDA also reiterated its commitment to receiving proposals from Grants.Gov for 111 programs in FY 2004; over 12,000 proposals are received for these programs each year. USDA was the first partner to commit programs at this level to Grants.Gov. In response to this support, Grants.Gov made USDA its "test case" agency for system-to-system transmission of proposals in October. In preparation, USDA continued developing a single, common system, the Grants Interface Module (GIM), which will interface with Grants.Gov to receive proposals, acknowledge their receipt, route them to the appropriate agency and office, and perform initial, automated pre-screening to determine whether proposals satisfy program requirements (eligibility, amount requested, etc.).

FY2004, 1st Quarter

During this quarter, USDA continued to work diligently to meet the goals of the Grants.gov initiative. The Department has now completed the development of the GIM, USDA's common system to interface with Grants.gov, accept electronic applications, and make them available to agencies for processing.

The GIM will provide USDA with a single point of contact for Grants.gov and will enable USDA staff and systems to exchange data with Grants.gov and route data received to its appropriate destination through a combination of automatic and manual processes. Additionally, the GIM will provide users with the ability to participate in grants-related business processes via the Web, and the system will deliver data to USDA agency systems by various means, including Web services, email attachments, and other methods.

To date, USDA has posted 54 funding opportunities posted on the Grants.gov Web site and is working with the Grants.gov managing partner to establish a ramp-up schedule for posting additional opportunities. Finally, USDA has provided training to agency staff on

how to access the Grants.gov web site to manage funding opportunities and set up application packages. USDA's eGovernment Executive serves on the eGrants Executive Board.

Integrated Acquisition Environment

FY2003, 4th Quarter

In FY 2003, USDA provided significant support to the development of the Integrated Acquisition Environment (IAE) initiative. The Department's Procurement Systems Division (PSD) representatives actively supported the following IAE Initiatives: e-Marketplace, Business Process Network/Central Contractor Registration (CCR), Federal Procurement Data System-Next Generation (NG), Standard eTransactions and Intra-Governmental Transactions Portal (IGTP). USDA contributed to the development of a standard glossary and vocabulary to facilitate the exchange of data among agencies, and maintain the progress of the Standard e-Transactions working group.

FY2004, 1st Quarter

During this quarter, USDA continued to expand and strengthen its support to the IAE Initiative. USDA's Office of Procurement and Property Management (OPPM) supported and attended weekly planning meetings and working committees for a number of IAE projects. USDA-related accomplishments, goals and expectations for these projects include:

- **Business Partner Network (BPN)/Central Contractor Registry (CCR)** – Over the past quarter, BPN developed an automated program for matching vendor records in USDA's Foundation Financial Information System (FFIS) and the CCR, with integration testing completed in December 2003. Staff training for the use of this automated program, as well as development of procedures, are planned for later in FY2004.

- **Federal Procurement Data System—Next Generation (FPDS-NG)** – USDA worked to shut down the legacy FPDS system, and coordinated efforts of procurement and cyber security officials to issue login credentials to the new system. USDA is also participating in FPDS-NG System Administration Training, which began in September 2003. Finally, USDA is planning to implement an interface between FPDS-NG and the USDA Integrated Acquisition System in FY2004, based on the release of the central FPDS-NG system.

- **Intra-Governmental Transactions Portal (IGTP)** -- USDA began planning for IGTP version testing, is assessing participation of USDA's Office of the Chief Financial Officer, and has developed a USDA project plan for IGTP. Upcoming USDA efforts will focus on coordination of the initial operating capability of the IGTP for USDA Agencies.

- **Standard eTransactions** – USDA reviewed comments on IAE draft documents and developed a USDA Project Plan for the Standard eTransactions initiative. A further goal for FY2004 is a mapping of the acquisition process and identification of information exchanges between USDA and eTransactions. USDA will also contribute to the development of a standard glossary and vocabulary to facilitate data exchange among agencies.

International Trade Process Streamlining

FY2003, 4th Quarter

During FY 2003, USDA actively participated in the planning and implementation of the redesigned Export.gov portal that was released in April. During this quarter, USDA and the Department of Commerce (DOC) negotiated an MOU to incorporate U.S. agricultural exporters into DOC's BuyUSA.com, an online trade show exhibiting U.S. products and commodities to foreign buyers. Through this collaboration with DOC, USDA saved approximately $4.7 million by not developing a stand-alone system. USDA committed to stop further development of the Department's Online Trade Assistance initiative. Finally, USDA became the first partner to accept customer information via Export.gov's one-stop-one-form online registry and use it to pre-populate forms. USDA also planned for the FY 2004 implementation of applications to allow U.S. exporters and banks to participate in export credit guarantee programs (which administer $5.7 billion annually) via the Internet.

FY2004, 1st Quarter

USDA has continued to make progress in the International Trade Process Streamlining (ITPS) initiative. Integration testing is on schedule and the Information Technology Team is forecasting that the Web portal will be turned over to user groups for user acceptance testing in February as scheduled. Additionally, Farm Service Agency and the Foreign Agricultural Service have recently assembled a number of cross-agency teams to work on issues related to user acceptance testing, documentation, the pilot, training, and outreach, among others. Finally, conversations are ongoing with USDA's OCIO about the security architecture for production.

Recreation One Stop

FY2003, 4th Quarter

In this quarter, USDA's Forest Service completed the architecture for the Federal Enterprise Architecture's (FEA) tourism and recreation sub-function. The Forest Service also continued to work with the National Park Service and Bureau of Land Management to integrate their reservation services into a single, integrated National Recreation Reservation Service by the year's end. This integrated system will produce significant

savings associated with eliminating the current, redundant systems. Work continues on efforts to add federal agencies to the Forest Service's reservation service.

FY2004, 1st Quarter

USDA led efforts to meet three major milestones for Recreation One Stop (ROS) over this past quarter:

- The completion of the first version of "RecML", the XML data-sharing specification for the tourism and recreation sub-function of the Federal Enterprise Architecture Business Reference Model. USDA's Forest Service led this multi-agency effort.
- The successful launch of a pilot to add National Park Service, Bureau of Reclamation, and Bureau of Land Management inventory to the National Recreation Reservation Service (NRRS) contract managed by the Forest Service, as part of the ROS goal of integrating reservation capabilities for all Federal recreation facilities into one system and Web site.
- Recruitment of several state and regional park authorities to participate in Recreation.Gov and its data-sharing initiative.

Recruitment One Stop

USDA's Office of Human Resource Management (OHRM) within Departmental Administration continues to work in partnership with OPM to ensure a successful migration to the USAJobs search engine. To meet this objective, OHRM hosts bi-weekly meetings with mission area/agency human resource and information technology representatives, as well as representatives from QuickHire, the automated staffing system vendor that supports most USDA agencies. Further, ORHM regularly communicates with personnel at the Forest Service to coordinate efforts regarding the AVUE human resources system used at that agency. USDA remains on track to meet the Recruitment One Stop deadlines set forth by OPM.

SAFECOM

FY2003, 4th Quarter

In the last quarter of FY2003, USDA continued to support the SAFECOM initiative, which was reorganized within the Department of Homeland Security in April 2003. SAFECOM program management staff during this period implemented a governance structure that establishes work teams, roles and responsibilities. Planning meetings with partners began in September. USDA requested follow-up meetings to develop USDA's role and contributions.

FY2004, 1st Quarter

In the first quarter, SAFECOM worked towards aligning missions with the Federal Law Enforcement Wireless Working Group (FLEWG) and the Advanced Generation Interoperability for Law Enforcement (AGILE) group. The FLEWG mission has been

expanded to include all Federal-to-Federal public safety interoperability and is in the process of building a roadmap to complement the efforts of SAFECOM. Additionally, AGILE is working with SAFECOM to establish shared priorities. USDA is continuing its efforts toward establishing a radio-over-IP test bed to further the use of that technology to build interoperable gateways between systems.

USA Services

FY2003, 4th Quarter

In July, USDA's eGovernment Executive participated in the formal launch of USA Services and the FirstGov.gov Web site. USDA also entered into a Working Agreement with the General Service Administration's Office of Citizen Services to allow USDA to refer misdirected phone and e-mail inquiries to USA Services. Together USDA and USA Services will develop business rules and preformatted responses for inquiries, performance metrics and customer service standards, and an effective government-wide approach to Frequently Asked Questions. USDA's Food Safety and Inspection Service and USA Services technical staff also worked toward developing a plan for GSA to provide support for answering e-mail inquiries and extended coverage for the USDA Meat and Poultry Hotline.

FY2004, 1st Quarter

USDA continued to contribute to the USA Services initiative, and we are making progress toward achieving our goals. A unified email box is available, and a rollout package announcing USA Services for public affairs officers is under development. Development of the main USA Services site is on track, with rollout planned for the second quarter of FY2004.